

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE AND LOCATION: January 13, 2016
Community Center



ATTENDEES: PRC Board Members:
Rick DeVore, Tom Rupsis, Catherine Grott, Dayton Rush,
Mark Wahl, Lew Morris

PRPL Staff Members:
Mike Whitaker, Director
Jon Thompson, Park Superintendent
Kory Thomson, Recreation Superintendent
Lee Stadtmiller, Cemetery Superintendent
Mark Jarvis, Park Planner
Chris Waite, Volunteer Coordinator

I. MEETING CALLED TO ORDER

Chairman Rick DeVore called the meeting to order at 11:30.

A. INTRODUCTIONS

Ann Clancy, Kristin Hammler, Mike Ferguson and Terry Stapleton

B. APPROVAL OF THE MINUTES

A motion was made to approve the December 9, 2015 minutes. Board member Tom Rupsis approved the motion. Board member Lew Morris seconded. On a voice vote, all were in favor and motion passed.

C. ADDITIONS TO THE AGENDA

None

II. DIRECTORS REPORT – Michael Whitaker

Michael said there will be a special park board meeting next Wednesday with the Animal Control Board to discuss the proposed changes to the ordinance that relates to dogs in parks.

III. PUBLIC/BOARD COMMENT

None

IV. OLD BUSINESS

A. Department Mission:

Michael Whitaker told the board that the department was working with Ann Clancy, of Clancy Consultants Inc. to help us in developing our mission, vision

and core values. He said we needed to complete that process before we can move forward on updating our department comprehensive plan.

Ann Clancy explained she was helping the department in the strategic planning of developing a vision, mission and core values. She said she will be collecting data through a survey which will have questions regarding the vision, mission and core values of the department. The survey will be emailed out to staff, board members, and user groups. She said the survey will also be available to the general public on the PRPL website. Ann said once she has collected all the data from survey she will return back to do a presentation to staff and board. The time frame on this should only be a couple of months.

B. South Park Sprayground:

Mark Jarvis said we are still working through some issues with the bonding and insurance. He hopes to have those papers in the next few days. Once the bonding and insurance are done, construction can begin.

C. Centennial Park Master Plan:

Rick DeVore recommended the board develop a presentation on the Centennial Park Master Plan project and a funding source that can be presented to the City Administrator and City Council at a work session.

There was a comment made that funding for this project is not going to be made with just donations. It is at least 3.4-million-dollar project. There needs to be some sort of funding source.

Cathy Grott suggested to have a meeting with City Administrator Tina Volek and Finance Director Pat Weber to get some sort of direction on funding.

D. 3-Year Deferred Park Maintenance (PD1):

Michael Whitaker presented the FY17-FY20 deferred park maintenance plan. (*a copy of the plan is in the board binder*)

The list of proposed projects in FY17:

- Cemetery Mausoleum accessibility
- East and South maintenance shop repairs
- Aquatics; replace spray features at Rose Pool and Rose Park bath house programming
- Riverfront Park roads and parking areas repairs Phase 1
- Playgrounds; replacement Rose Park pre-school playground and Ponderosa playground
- Park irrigation automation at Gorham, Ponderosa, and Evergreen Parks

The list of proposed projects in FY18:

- Restroom remodel/replacement at South, Edgerton, Highland and Terry Parks
- Aquatics; renovate Rose pool bathhouse
- Park irrigation automation at Grandview, Boulder and North parks

The list of proposed projects in FY19:

- Aquatics; renovate Hawthorne aquatic facility and do South Park bathhouse programming
- Riverfront roads and parking lot repairs Phase 2
- Restroom remodel/replacement at Arrowhead and Hawthorne
- Park Irrigation Automation at Spring Creek, Heritage and Burlington Parks

The list of proposed projects in FY20:

- South bathhouse
- Park irrigation automation at Riverfront, Millice, and Comanche

The list of proposed projects in FY21:

- Riverfront park roads and parking lots repairs Phase 3
- Aquatics; replace Pioneer Park aquatic facility, South Pool liner, recondition Terry and North Parks spraygrounds

Cathy Grott asked how much a 2-million-dollar assessment would cost a home owner. Michael Whitaker said it would cost roughly \$30 for a home valued at \$200,000.

It was brought up the condition and severity of the parking area at Stewart Park. The board felt the repairs the parking area should be added to the list of projects in FY17. Cathy suggested added Stewart to FY19 and taking out Riverfront roads and parking lot repairs Phase 2. Rick suggested keeping Riverfront Phase 2 in FY19 and possibly adding Stewart Phase 1. Michael suggested eliminating the wording “*Riverfront park roads and parking lots repairs Phase*” in FY 17, 19 and 20 and add “*Road and Parking Lot Repairs*” phase 1, 2 and 3.

A comment was made that a list of projects from the previous years, current and future years along with the original list that was done in the creation of Park District 1 be presented on one sheet for the board to review.

Board chair DeVore asked for a prioritized list, a list of projects completed and current projects be presented to the board at next month’s meeting.

Board chair DeVore asked for a motion to approve the presented proposed projects for FY17-FY20 with the change to the wording regarding Riverfront park roads and parking lot repairs to FY17, FY19 and FY20 to Road and Parking Lot Repairs. There was discussion after the motion. Board member Tom Rupsis said he will be voting against the motion because he nor the board has not seen the entire prioritized list of projects prior to today’s meeting. Board member Lew Morris made a motion to approve the 5-year plan and first year plan with the changes presented by the Park Board. Board member Dayton Rush seconded. On a voice vote, all were in except Board member Tom Rupsis opposed.

E. Amend Park Agreement:

Cathy Grott said we are currently updating the Amend Park Agreement with the

Amend Park Development Council (APDC) and there were some questions regarding the agreement and the organization (APDC). Questions were in regards to the charges by the APDC to user groups, use of the fields, and maintenance. Cathy suggested we should meet with the APDC and discuss some of these questions with them.

Several members from various user groups of the park spoke on their concerns of lack of good field maintenance and increasing fees associated with using the park and its fields. They commented that they would like to see the Parks Department take over the operation, field maintenance and fee charges. They recommended for staff to look at possibly eliminating the agreement with the APDC. They suggested for a charge to be implemented at all tournaments and use those funds for maintenance.

Park Superintendent Jon Thompson gave an overview of what the Parks Department does at Amend. Those items are; basic mowing, manage and repair irrigation, pay electrical to run the irrigation, trash removal, winterize and start up all buildings, ground squirrel control and pay the fees associated with the ditch which supplies the water for irrigation. He said the field management and maintenance along with the electrical to the building is all paid for and done by the APDC.

Michael brought up that the agreement states the APDC is to present to the park board and staff yearly, their budget. He felt it would be a good idea to contact the president of the organization and have them come to an upcoming board meeting at which time the board, staff and users groups could address some of their concerns. Rick asked for the APDC attend the March 9th board meeting. Michael said he would try to get them here for that meeting.

VI.DIVISION REPORTS

A. Recreation Division-Recreation Superintendent Kory Thomson:

Recreation Superintendent Kory Thomson's report was given to the board for review. A copy of the report is in the 2016 board binder.

B. Park/Urban Forestry Division-Park Superintendent Jon Thompson:

Park Superintendent Jon Thompson's report was handed out at the beginning of the meeting. A copy of the report is in the 2016 board binder.

In addition to his report, he said the Forestry position is currently being re-advertised both locally and nationally. It closes on January 29th. He hopes to have interviews in February.

He said staff will be meeting today with the Little League presidents to discuss maintenance with ball fields on Little League fields.

He said Veterans skating rink is open. It has been packed.

He said the playground fall protection should be complete next week. All 40 playgrounds will meet national standards.

C. Park Planning Division-Park Planner Mark Jarvis:

Park Planner Mark Jarvis report was given to the board for review. A copy of the report is in the 2016 board binder.

D. Volunteer Coordinator's Report-Chris Waite:

Volunteer Coordinator Chris Waite's report was given to the board for review. A copy of the report is in the 2016 board binder.

E. Cemetery Division-Cemetery Superintendent Lee Stadtmiller:

Cemetery Superintendent Lee Stadtmiller report was given to the board for review. A copy of the report is in the 2016 board binder.

In addition to his report Lee said next month he will have the proposed Cemetery fees for everyone to review and approve.

VII. ADJOURNMENT

1:10 pm